



Town of Arlington, Massachusetts
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Minutes 12/06/2007

**Capital Planning Committee
Meeting Minutes
December 6, 2007**

In attendance were:

Steve Andrew
Steve Gilligan
John FitzMaurice
Charles Foskett, Chairman
Nancy Galkowski
Ruth Lewis
Anthony Lionetta
Susan Mazzarella*
Barbara Thornton

* Denotes those not in attendance

1. Initiate Meeting: Charlie Foskett called the meeting to order. Nancy Galkowski distributed additional information to CPC Members including an updated version of Capital Budget and Plan, Worksheets for School Reuse and Urban Renewal Projects, Five Year Bond Plan and other items.

2. Fire Department Apparatus Request: The Fire Chief was present to provide background information the Department's requests for a Quint in FY2009 and an Engine and a Ladder in FY 2012. Highlights are:

- The quint will take the place of an engine and a ladder. Five communities in the Boston area have quints. Quints have been around for years and, in fact, Arlington had one in the past. The quint would be stationed at Park Circle in that the other stations do not have adequate door size openings.
- Arlington has six pieces of apparatus: 4 Engines and 2 Ladders, with one engine and one ladder (Ladder 2) of these held in reserve as back-ups. This leaves four active pieces, one engine at each station plus the ladder (Ladder 1) at Central. The Chief feels it's important to have four pieces to cover calls. Arlington is the last community out from Boston that has two ladders. The second ladder is used when Ladder 1 is down or out for repairs. With a quint, there will be no need to retain the back-up ladder, which is a 1975 model. This ladder was rehab in 1990 for \$100k, however, the manufacturer is now out of business and parts are hard to find.
- Engines are expected to have a 15 year life and ladders are expected to have a 20 year life. All apparatus are capable of carrying a crew of six, if needed. The plan is to run the quint with a crew of three. Dollar-wise, Engines cost \$400k, Ladders cost \$800k, and Quints cost \$950k.
- Arlington has 18 or 19 firefighters depending on the shift (15 is the required minimum per shift).
- 57% of the Department's calls are medical and 43% are fire and other types of calls.

3. Rink Rehabilitation Requests. The Town Manager was present to discuss the upgrade to the rink. Highlights are as follows:

- The rink is owned by the State, but the Town has operated the rink for 35 years. The State owns the land that the rink sits on. The land around the rink is owned by the Town. The Town has an unsigned agreement from the State to lease the rink for next 25 years. This agreement has requirements for maintaining the rink and stipulations on rate increase that the Town can assess.
- The estimated cost of needed improvements is about \$1.5 to \$2 million. It does not appear that these costs can be borne by the enterprise fund or the capital budget.
- The Town Manager has been working with a private group that has expressed interest in raising funds for a second rink at the high school. This group has now agreed to work with the Town on plans at the existing rink.
- The Town Manager is looking to advance a proposal to rehab the existing rink and add a second “sheet of ice” at this location. The estimated cost is \$5,000,000. The proposal includes soliciting funds from the State, say \$2 – \$3 million. The State recently did something similar in another community. The idea would be that with the State’s contribution and funds raised by the private group that the Town’s share would be in the vicinity of \$1.5 million. It is expected that this amount of bonding by the Town could be paid for by the user fees generated by having the two “sheets of ice”.
- This expansion of the rink along with required additional parking supply needed would likely impact at least one of the adjacent recreational fields. Also, in play is the idea to locate a new fire station at Hill’s Hill.

4. Town Owned Buildings: Charlie Foskett presented two tables summarizing gross revenues and operating costs for the Urban Renewal Projects and the School Reuse Projects. Generally, it appears that these projects do not generate enough to cover their operating costs, not to mention planned capital costs. The proposed capital costs are going to substantially impact the Capital Plan (\$3.4 million). The CPC Subcommittee needs to do more review of this matter. Capital requests do not match-up and there is a question about whether there are other accounts/balances available.

5. Adjustments of Non Exempt Debt: The CPC reviewed the current version of the plan and made adjustment to the Non-Exempt Debt totals. These adjustments help reduce (to a certain degree) the annual deficits.

6. Review Requests of Draft Capital Plan: The CPC reviewed the Plan for request adjustments per the various subcommittee discussions with department representatives. The following highlights were noted:

- Nancy Galkowski noted that the State’s latest photocopier contracts have altered the way copiers are paid for. In prior years, we would lease for three years and then buy the copier for a \$1 and use it for the fourth year. The new contracts have lower annual rates, but carry a 20% buy out for the fourth year. Nancy will review copier requests and level them for the four year, rather than the three year arrangement.
- Security System Item (\$4k) under the Board of Selectmen: There was discussion about have a consultant scope out the system for these \$’s or rather save the \$’s and address the scoping / system design through a vendor proposal process. A recommendation from the Town Manager was requested.
- Fire Department Requests: Move Furniture Request (\$20k) from FY09 to FY12. Delete Building Repair requests from FY10 thru FY13. (specific info is needed as to what these funds are to be used for), Move Ladder (\$500k) from FY2012 to 2114.
- Police Department Requests: Delete Security (\$5k) all years. Move Building Renovations from FY2010 to 2011. (It was noted that they have not done the testing that was approved last year).
- School Department Requests: Delete Security items at \$20k / yr until plan is provided. Delete Equipment Items. Move out the Millbrook Parking (\$240k), Move out Lowe Rugs / Chairs (\$50k) to FY2012. Delete HS Infrastructure until specifics are provided. Delete Asbestos in FY2009 in that funds are still available from prior years. Delete Flagpole (\$10k) in that there are funds from prior years that can be used. Delete Risograph (\$5k/yr) in that this should stay part of copier requests. Delete all school repair items in FY2009 (\$300k) in that the School Department still has not provide the requested specifics on how these funds would be used. Move out (or delete) bus requests in that the School Department has stated that it is unsure what is going to happen with this situation.

7. Next Meeting: The next meeting is scheduled for December 13, 2007 at **5PM**.

8. Adjournment: Meeting was adjourned.

